



**Administration Department**

300 N. Pine Street, Burlington, WI, 53105

(262) 342-1161 – (262) 763-3474 fax

[www.burlington-wi.gov](http://www.burlington-wi.gov)

**HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
Thursday, July 23, 2015**

The meeting was called to order by Alderman Tom Preusker at 6:30 p.m. Commissioner Maria Veronico; Commissioner Kevin O'Brien; and Commissioner Jeff Erickson were present. Chairman Tom Stelling; Commissioner Darrel Eisenhardt; and Commissioner Joel Weis were excused.

**CITIZEN COMMENTS**

None

**APPROVAL OF MINUTES**

Commissioner Erickson moved, and Commissioner Veronico seconded to approve the minutes of June 25, 2015. All were in favor and the motion carried.

**LETTERS AND COMMUNICATIONS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**A. A Certificate of Appropriateness application from Shad Branen of Keuper Mercantile (formerly Schuette-Daniels Furniture) for property located at 413 & 425 N. Pine Street to remove old transom cover and signage, remove paint on the north wall, repair brick, install new windows and doors and block up the basement windows.**

- Alderman Preusker introduced and opened this item for discussion.
- Commissioner Erickson stated the building is to maintain the historic look and to repaint the brick after tuck-pointing.
- Shad Branen, owner, stated the current transom that covers the green wood will become insulated glass. Commissioner Preusker questioned where the old windows and doors that are being blocked off. Shad Branen replied they were underground and the area that caved in will be filled. Shad Branen stated part of the basement in the rear of the small building for 413 N. Pine Street will be filled and part of it will be green space, and the rest of the rear of the building will be rebuilt.
- There were no further comments.

- Commissioner Erickson moved, and Commissioner Veronico seconded to recommend approval of the Certificate of Appropriateness to remove old transom cover and signage, remove paint on the north wall, clean and repair the brick, install new windows and doors and block up the basement windows.
- All were in favor and the motion carried.

## **DISCUSSION ITEMS**

### **A. Review of Façade Grant Funding Status.**

- Alderman Preusker introduced and opened this item for discussion.
- Alderman Preusker stated the Façade Grant for Round 5 started at \$20,000 with \$5,000 pending for Raw Salon & Spa. The actual balance remaining is \$15,118.62 from Round 5 which includes \$118.62 from Round 4 dated June 16, 2015 and the unobligated fund is \$5,000.
- There were no further comments.

## **ADJOURNMENT**

Commissioner Erickson moved, and Commissioner Veronico seconded to adjourn the meeting at 6:42 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson  
Administrative Assistant